Global Calcium
Adding Life to Life
UNIT-III

16th November 2024
GCPLU3/HR/OA/YM/2024

Mr. Y Manjunathan,
S/o. Yellasappa,
#2/875, Halleseebam,
Ayaranapalli,
Hosur,
Krishnagiri – 635119.

Dear Manjunathan,

Offer of Appointment

With reference to your application dated 12.11.24 and based on the final discussion you had with us, we are pleased to offer you an appointment as **Executive in Production Department** on the following terms and conditions:

1. You are expected to join us on 02nd December 2024.
2. Your monthly salary on CTC, which is inclusive of all allowances will be as finally discussed.
3. You shall be on Probation for a period of one year from the date of joining.
4. You are required to undergo Medical Examination from a Registered Medical Practitioner and submit the fitness certificate along with the reports, 6 copies of passport size photograph, Indian Bank passbook copy and Relieving & Experience certificate at the time of joining.
5. This is only an offer of appointment. A detailed appointment order will be issued with suitable terms and conditions on you are joining with us.

Please confirm for having received this offer and indicate the anticipated date of your joining by mail.

This offer is valid until you join us on 02nd December 2024 and/or also on getting a confirmation from you indicating the date of joining. If we do not get a confirmation indicating date of your joining, the offer will automatically be treated as withdrawn.

This offer is sent to your mail id as given in your application.

With best wishes.

For GLOBAL CALCIUM PVT. LTD.-UNIT III,

16 Nov 24

Ramakrishna R
Manager - HR & Admin

Accepted the offer and I will report for duty on.....

(Y Manjunathan)